

CTE Consortium Meeting Minutes
Wednesday, December 19, 2007
10:00 a.m. – 3:00 p.m.
MATC – Administration Conference Room

Present:	Jim Christensen	Glo Merrill
	Boyd Donaldson	Reid Newey
	Cheryl Hardy	Bruce Penland
	Brent Judd	Mary Lou Seamons

USOE Staff Present: Buddy Deimler, Julie Felshaw, Janet Goble, Patti Godfrey, Pearl Hart, Marv Johnson, Thalea Longhurst, Carl Lyman, Sherry Marchant, Dave Milliken, Melvin Robinson, Mary Shumway, Dale Stephens, Craig Stoker.

1. Welcome and Approval of Minutes

Boyd Donaldson welcomed everyone to the meeting. There was a motion made by Brent Judd and seconded by Glo Merrill to approve the October 2007 meeting minutes as recorded. The motion was carried by unanimous vote.

2. Action Items Report

Mary Shumway reported on each of the action items listed.

3. Consortium Goals 2007-08

Mary Shumway expressed her desire to have the needs and goals of this consortium combined with the long term goals the state specialists are working on to drive everyone's actions towards accomplishing objectives in the best interests of CTE and students in the state of Utah. Brent Judd and other directors expressed support of the documented goals and efforts to implement Pathways in Utah and compared our efforts to those in California where CTE is experiencing resurgence. A suggestion to present the consortium goals to the body of CTE directors at the next meeting was made. This would hopefully be a way to encourage all directors to implement suggestions in their districts.

4. Legislative and USOE Update

Mary Shumway updated the consortium on two USOE administration assignments. Larry Shumway has a new title of Deputy Superintendent, and Todd Hauber has been named Associate Superintendent to replace Patrick Ogden over Business and Finance Operations. Todd will supervise all finance, statistics, accounting, human resources, and child nutrition divisions of USOE. Mary also updated the consortium on the report to the Joint Public Education Appropriations Committee on December 4th. They were very impressed with CTE's progress towards online testing given the small amount of money that has been appropriated. Mary stated the goal, if we are appropriated more funds, is to move closer towards 100% CTE Skill Certificate testing online. Districts are expressing excitement about the online reports that are available. The directors suggested that a demonstration of online testing be highlighted at the UACTE meeting so teachers statewide could see it and be convinced to start using it. Mary concluded by indicating Senator Howard Stevenson has requested additional information regarding the online testing and the costs involved, and seemed very impressed with CTE. Mary went on to report on the Governor's Budget that has been published and is available online. There is an error in the budget as it only shows an increase of 4 million for Comprehensive Counseling and Guidance, but Mary is working to get that error straightened out to indicate the full 9 million dollars that was requested by the Board. The increase this year will not be based on any matching funds clause, as was the case last year. The budget also shows an increase in the WPU. The governor has specifically asked the board, superintendents, school administrators, and all educators to be proactively involved in the process this year. Mary mentioned that everyone should be on the lookout for two bills that Senator Pat Jones is sponsoring that involve UBSC and Financial Literacy. In a handout provided to the consortium Mary shared the information that was

published by USHE and David J. Sperry, regarding the teacher supply and demand needs in the state of Utah.

Mary Shumway reported that USOE has been working on a drop-out initiative. She said they are thinking of putting together a new section in our office to address these issues. Mary requested some feedback from the consortium members and the directors in their regions regarding what districts need from the state office to deal with drop-out, drug prevention, and other student-at-risk issues. The first response from the directors was more bodies and more money so districts can deal with the growing problems. Bruce Penland suggested that the school day is too short to deal with all the needs which are rooted in remediation. Jim Christensen emphasized that improving counselor ratios will go a long way towards solving the problems and made it clear that additional programs and new directives will not. Glo Merrill added that there is a growing need to help students who fall into the category of “struggling learner.” The remediation to resolve the absenteeism problem and subsequent lack of credit, is a big problem. The academic load is heavy as a result of trying to catch up, which then places the student into more of what they couldn’t succeed at in the first place. Bruce Penland suggested that we admit they won’t graduate and allow them to continue in the high school setting by scheduling them into CTE skill building courses that will help them make a decent wage while they use an adult education vehicle to complete their diploma requirements. Mary asked the directors to continue to discuss what input and guidance from the state could be of service in their districts and regions, and to send her an email if they had any other suggestions.

5. UCAT Report Update

Mary Shumway reported that the SLCC and SaltLake/Tooele ATC merger is still being studied. She reported to the study group that her recommendation is to consolidate due to the fact that the school serves 300 high school students vs. 1,000 adults with a 3 million dollar budget. There are no other consolidations being considered at this time other than Dixie which is currently on hold. Mary also indicated that she and Gary Wixom reported to the Board of Regents on the Pathways Initiative and overall it was very well received. There were a few exceptions that caused some undue interruptions to the presentation that came from members that don’t understand the purpose of Pathways. Comments from them requesting another pathway that is a college preparation pathway with the four years of English, math and science are examples of this lack of understanding. The State Scholars initiative out of the Regent’s office is a program requiring specific math, science and language arts courses for high school students. The program also requires 2 years of world languages. We would like to see an initiative like this recognize the CTE pathways. Mary also shared information published by the Board of Regents regarding each of the colleges (including UCAT) and the percentage of the total CTE effort they provide in the states. For example SLCC provides 33% of the CTE education in the higher education system.

6. Perkins Planning – Public Hearings and Stakeholder Input

Marv Johnson reported that the state is required to hold a public hearing as part of the process to implement Perkins IV and the Five Year State Plan. He provided a handout that identified the proposed agenda at that public hearing. He stated that it will be broadcast to regions via Polycom technology as noted on the handout. The date will be January 28th, at 4:00 p.m. at The Utah State Office of Education board rooms. Wasatch Front South Region will be invited to attend the meeting in person while other regions will find it more convenient to attend via the broadcast. If there are any other regions that would like to be included in the remote broadcast then please provide the IP address to Marv Johnson. Marv wanted to make sure all the regions were aware that they are required to assure that their local plans had public input. He made it clear that everyone could use this same meeting to accomplish both the state and the local plan requirements. Marv encouraged everyone to make sure their region is a part of the meeting and stakeholders are invited and that they attend to provide the necessary input. Marv also reminded everyone that they need to document this meeting information and any input provided in their region local plan. Marv indicated that the updated state plan will be available online the first of January so it will be available for use before this meeting.

7. WPU Reform Discussion – Report Back From Regions

Marv Johnson reviewed the previous discussion from the October Consortium Meeting regarding the proposed changes to the WPU distribution. He explained to everyone that he and Craig Stoker are approaching each of the charter schools to see if they would be agreeable to having one administrator represent them all in CTE related issues. That representative would be housed at the state office. If they do not agree many of them will not qualify for the administration WPU. The directors discussed the other requirements and noted that small schools will have to rotate course offerings over several years to meet the pathway requirement. It was also noted that the foundation course in a pathway must be offered in the high school. The directors gave Marv additional feedback from their regions, and made note that Marv had forgotten to include their previous suggestions as noted in the October 2007 minutes. Marv agreed to carry this item over one more month to the January 2008 meeting.

8. Summer Conference 2008

Julie Felshaw submitted six requests to help improve summer conference billing and collection for Utah State University to the directors for approval. 1) Provide information in advance as to whether they will use a purchase order or teacher reimbursements as their method of payment. Item Approved. 2) Allow USU to collect from two separate billing close dates during the summer. Item Not Approved. This would require two purchase orders in some districts and that would be impossible. 3) Provide the name and contact information for one person responsible for all billing inquiries in the district or institution. Item Approved. 4) Provide an official copy of any purchase orders to USU in advance of the conference registration opening. Item Approved. 5) USU would like us to consider imposing a higher registration fee on those that do not use the online registration system. They requested that we strongly encourage online use this year. Item Approved. 6) A \$5.00 registration fee rate increase will be effective for summer 2009 conferences. This is advance notice for FY09 budgeting. Item Approved.

9. Financial Literacy Passport K-12

Julie Felshaw reminded everyone that this is the first year of Financial Literacy as a required course for the graduating class of 2011. She reported that Senator Pat Jones is sponsoring a bill this session that will allow a student to bypass the scheduling of the required course by virtue of a Financial Literacy Passport in its place. The passport will supposedly teach the students the standards via activities that are somehow tracked. The bill is written to allow students to accomplish the activities as early as 7th grade. The directors provided input to Mary Shumway and Julie Felshaw regarding this bill. Comments were varied and ranged from "Impossible to track." to "Great news for the arts and CTE now students will have more time for an elective and a pathway." to "Write a pathway for financial literacy." to "Assess what we already have in place before we head off in a new direction." Mary suggested the idea could be imbedded to provide preparatory support to our already existing course, but should not be used to supplant Financial Literacy. When the directors requested permission to report about this bill to their regions Mary suggested that they go ahead and inform their regions, but for the sole purpose of allowing them to provide input and feedback to Senator Pat Jones.

10. CMI Skills USA

Dave Milliken reported to the consortium that he will be conducting a one day, 8 hour, in-depth training to Skills USA advisors on how to run their CTSO local chapters. The first Chapter Management Institute CMI for advisors is currently scheduled for Friday, February 22nd. The directors provided feedback to Dave regarding the scheduling conflicts and Dave indicated he would take the information and let the directors know the final decision on the date after consulting the advisors that would be involved in the first session.

11. UACTE Conference Update

Cheryl Hardy provided a tentative agenda for the administration division of the upcoming UACTE conference. This will be the schedule and featured presenters for the CTE directors. (See handout for details.)

12. Concurrent Enrollment

Craig Stoker and Glo Merrill reported that they spoke to Brenda Hales as recently as yesterday to find out the latest information regarding the funding and billing cycle issue surrounding concurrent enrollment.

She said they are working with Rich Kendall's office and Representative Cory Holdaway to obtain some supplemental funds to help everyone get over the initial billing cycle shortfalls. Everyone expressed the hope that this will come to a positive solution as they fear that the future of concurrent enrollment lies in the balance.

12.5 Program Approval Visit to Nebo District

Dale Stephens reported on a very enthusiastic teacher from JoAnn Tuttle's Nebo School District. He stated that she was very excited to share her program with him with the help of a very simple binder system with labeled tabs that was provided by JoAnn prior to the scheduled visit. She provided this to all of her teachers that were involved in the program approval visits and then the teachers were responsible to complete the binder and provide all the information. Dale suggested that this was a very simple procedure that could be adopted in any district that would serve to improve program approval visits. Jim Christensen suggested that it may be appropriate to provide inservice to teachers during summer conference on how to prepare for a program approval visit. Directors cautioned specialists not to put so much emphasis on the visit that they end up with more fluff than content, and to be sure the teachers are aware of the minimum standards required.

13. Pathway Completer Recognition

Craig Stoker reported that there has been considerable feedback regarding the need for some type of recognition for completers. The state office has formed a committee headed by Janet Goble to come up with ideas for implementation. Janet Goble reported that the challenge to recognize a completer in a timely manner for graduation is key to the success of the program. It has been determined that Jeff McDonald can identify every student concentrator in a particular building which in essence is a potential completer. We would provide that information to you and require a response back, by a particular date, as to which of those students are completers. The award packet presented to a student would contain 1) a certificate signed by a school administrator and the district CTE director; 2) a letter of congratulations signed by the state program specialist and the state CTE director; and 3) a pin. It was determined this could be accomplished for the cost of \$1.25 per student. The directors expressed concern over the manual labor involved in identifying the completers, and requested further explanation as to why the state feels this is so important. The response was two fold; first is to reward a student for the effort; second would be the built-in marketing tool this would be to promote CTE to other students that would see the recognition and be interested enough to look into pathways and how they could emulate that older student. Mary Shumway wanted everyone to remember that the more students we can involve the more students that will have an opportunity to realize the real reward which is the post-secondary connection that pathways provide. The consortium continued to discuss how they could involve teachers in the reward system, and even expand involvement to include the industry connections. We could ask them for \$50 tuition certificates, or other suitable rewards.

14. Pathway and Introductory Classes

Brent Judd requested some information and clarification on funding as it relates to the new implementation of pathways in his district and other small districts like his considering they cannot currently expand course offerings to include foundation courses. The state clarified three points; 1) Don't confuse introductory courses with foundation courses; 2) Some pathways have been updated since the book was published to make sure this distinction is made. Directors were encouraged to go online to confirm they are accessing the updated pathways. This may resolve many issues that small districts struggle with. The books should still be considered valid for all intents and purposes, but everyone should keep in mind the updates will exist via the online version and to always double check; 3) Perkins funding is distributed based on concentrators not on completers. Mary Shumway wanted everyone to know that she realizes all pathways cannot be offered in one school or even one district. She emphasized that funds will not be withheld as a result of pathways. There is a real concern that some teachers, administrators, and especially counselors view pathways as if it will be their downfall because they think their funding will be withheld. We need to make sure they understand that they are not going to lose money. Perkins is based on pathways, but no one is losing funding because these are impossible to implement.

Brent Judd concluded by stressing that he embraces the direction pathways is taking CTE and he is just trying to open the door to more pathways if at all possible. Boyd Donaldson and other directors agreed that this is one of the best things that has ever happened to CTE. If educators can move forward without the fear of change it will swing the pendulum back in favor of CTE in the long run.

15. Other Items

Jim Christensen wanted to have the minutes record that he requested state rates for overnight lodging be negotiated for counselors attending summer conferences this year. Please take this request back to the CCGP specialist.

Directors all agreed unanimously that the Kanab CTE Directors meeting was a great success and wanted to thank Brent Judd for hosting an exceptional experience for everyone to enjoy.

Directors wanted to note that Jim Christensen did a great job representing them in recognizing Laraine Gordon's retirement at the Provo CTE Directors Meeting. Patti Godfrey announced Laraine Gordon's retirement with Daveen Hammond and Gail Burningham would be held at the State Office of Education on January 8th at 2:00 p.m.

**16. Next Meeting – January 23, 2008
10:00 a.m. – 3:00 p.m., MATC – Room 203e**